**GREAT BRADLEY PARISH COUNCIL**

Minutes of a meeting of the Parish Council held on 24 November 2021 at 7.30pm

**Present**:

Councillors: P Spires (Chairman), H Bennett, A F Sugg, West Suffolk Cllr P Stevens, and Clerk P Lewis. One member of the public was present.

**Open Forum for items not on the agenda:**

Hedgerow at Hareview is overgrown and impeding the pedestrian footpath. Clerk to write to the owner and request they are cut back/maintained.

Great Bradley Buddies were given £100 as a thank you by the Parish Council and it is hoped there would be some sort of celebration to thank the volunteers who helped during the pandemic. This has not been forgotten and will be arranged.

An old parish council laptop has been found in storage. Clerk to erase any data held on the laptop and donate to a local school.

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| **Item:** |  | **Action:** |
|  | **Apologies for absence**  None received. |  |
|  | **Receive Councillors Declarations of Interest regarding in any agenda item**  None received. |  |
|  | **Forum - 10 minutes is set aside for members of the public to raise any village matter on the agenda**  One member of the public commented on the Local Plan, specifically in relation to any development on the land adjacent to the Coach House. Numerous objections have been received historically from surrounding properties. Cllr Stevens explained that the Local Plan was currently being reviewed after the initial phase closed last December 2020. Requests for potential development sites formed part of this consultation. Sites are being considered and will be published; second stage available for comment in March 2022. The Parish Council will be consulted, and parishioners invited to participate. Local objections will be considered. |  |
|  | **Minutes and confirmation of payments approved at meeting 22 September 2021 – approval and signature.**  These were approved and signed. |  |
|  | **Matters arising from those minutes:**  **5.1 Maintenance jobs – second phase of work complete. To discuss next steps.**  Agreed to focus on the memorial bench next which is rotten and beyond repair. PC would like to replace with the bench currently held in storage in the village hall shed. G Chafer to salvage the wooden inscription/carving from the rotten bench and transfer over to the replacement bench. Clerk to obtain new quote and obtain landowners permission (C Ryder). To review at the next meeting.  **5.2 Village Noticeboards. To replace the Parish Council noticeboard outside the village hall and Clarendale noticeboard. Any update?**  Clerk obtained a quote to replace both noticeboards. Clarendale would remain an unlocked, glazed noticeboard constructed from oak, with oak posts. Village Hall noticeboard will be exchanged for a double bay noticeboard, one locked for PC notices and one side unlocked for the public to use (both remain glazed). To be constructed from oak, including posts, with a header board. Clerk thought the posts currently in situ were sound and may not need replacing. Cllr Sugg to ask G Chafer for his opinion since he’s currently on site installing the new village hall steps. Clerk to obtain a revised quoted if the posts are reusable and circulate to Cllrs for their consideration. Clerk to ask Cllr Stevens for a contribution from his Locality Budget. To be reviewed at the next meeting.   * 1. **West Suffolk Local Plan – any comments?**   Covered under item 3 (see above). On-going. No further action. | **Clerk**  **Cllr Sugg**  **Clerk**  **Clerk** |
|  | **West Suffolk Council – report from Councillor Peter Stevens.**  Cllr Stevens has spoken to Conservation Officers re: Yew Tree Cottage who are aware of the situation. A modern extension has been removed and interfered with the integrity of the cottage. West Suffolk are in discussions with the owners.  New waste site planning permission has been granted with works scheduled to complete late 2022/early 2023. The new recycling centre will be like the one at Bury St Edmunds. General waste is taken to Great Blakenham for processing (waste to energy).  Cllr Bobby Bennett convened a meeting between neighbouring villages regarding speeding. Clerk didn’t receive an invite. Ideally, an average speed limit will be introduced with a ban on HGV. Speed bumps/chicanes are not favourable.  A database of ground maintenance and grass cutting is being crated. PC can request that some areas remain wild, if desired.  Illegal parking at Evergreen Lane is a matter of the police and/or SCC.  PC can request funds from the locality budget – Clerk to send proposal to Cllr Stevens.  Clerk said there had been several reports of the bins overflowing at the recreation ground. Cllr Stevens to speak to M Walsh at West Suffolk Council. | **Clerk** |
|  | **Suffolk County Council – report from Councillor Bobby Bennett.**  No report received. |  |
|  | **Highways: any matters to report.**  8.1 Speeding outside Spring Barns – to discuss possible traffic calming measures with SCC (Bobby Bennett).  Clerk to schedule a call with Cllr Bennett.  Cllr Sugg said that the illegal parking was still occurring at the end of Evergreen Lane. Clerk to send a second letter asking the vehicle owner to park further back from the junction. However, if the illegal parking persists, the PC will refer to the police. | **Clerk**  **Clerk** |
|  | **Public Footpaths (PRoWs): any matters to report.**  Nothing received. |  |
|  | **Speedwatch Group – update from co-ordinator.**  Nothing received. Clerk to touch base with co-ordinator. | **Clerk** |
|  | **Planning - any applications received to date, and any shown on the West Suffolk Council website up to the date of this meeting:**  **11.1 DC/21/2040/FUL, Land Adjacent 11 Clarendale Estate - one dwelling and access.**  No objections. However, the Parish Council respectfully asks that footpaths and driveways are not blocked by construction vehicles. We also request that consideration is given to the green space to the side and front of the property and any damage caused during the construction phase is remedied in a timely manner. Clerk to respond. | **Clerk** |
|  | **Correspondence - any received to date:**  **12.1 P Smith re: parking on Evergreen Lane**  Clerk to email P Smith to see if the situation has improved?  Email received from E Humphreys regarding speeding on The Street. PC acknowledged. This is an ongoing issue which is monitored by the PC who are liaising with West Suffolk and Suffolk County Council. Clerk to respond accordingly.  Letter from R Bell, Bluebell Cottage to confirm the drainage situation had improved. However, there are growing concerns that fallen leaves may block the drain. Clerk to monitor and report to SCC, if necessary. | **Clerk**  **Clerk**  **Clerk** |
|  | **Recreation Area: any matters to report**  **13.1 Hedge cutting – Thurlow Estate would like to install a five-bar gate for easier access. To discuss further.**  PC are extremely pleased with the hedge cutting carried out at the glade by J W Tree Surgeons. Agreed to incorporate this in the annual budget going forwards. Also, agreed to Thurlow Estate request to install a five-bar gate into the recreation ground from adjoining field. Cost to be split 50/50. Expenditure of £250 agreed. Clerk to post a notice on Facebook for information. | **Clerk** |
|  | **Village Hall: any matters to report**  New lighting installation to start imminently, and the heating system has been updated. 2 full sized gazebos have been ordered for future events. These are available for hire as part of the village hall hire. The village hall webpage is being reviewed and updated. New steps behind the village hall, leading from the carpark to Evergreen are in place. Bookings have increased. Next project is to refresh the internal decoration, funds permitting. |  |
|  | **Village Newsletter (The Bugle) – editor has resigned. To discuss the future of the Bugle.**  PC welcomes, Niki Dow who replaces Stuart Wilson. PC extends thanks to Stuart for all his hard work and dedication over the past 9 years. Clerk/Chairman to express thanks in the next edition of the Bugle. £60 expenditure was agreed towards a thank you/leaving gift. Chairman to organise.  It was agreed to outsource the printing of the Bugle, which is very time consuming. Clerk to make enquiries and report back at the next meeting. Printing contract also to be reviewed. Clerk to make enquiries. If outsourcing is not an option, it’s preferred to upgrade the current printer for one which can provide collating and stapling as an option. | **Clerk**  **Chairman**  **Clerk** |
|  | **Finance:**   * 1. **Accounts for payment/cheques required to date - see separate list**   These were approved (see attached)   * 1. **Budget update & bank reconciliation**   Reviewed – no further action.   * 1. **Review of Internal Auditors report following AGAR**   Reviewed – Clerk to carry out various actions as highlighted in the report.   * 1. **2022/23 Budget – Councillors to bring their ideas.**   It was agreed to increase the Precept for the financial year 2022/23. Councillors presented the following ideas:  £750+ (to allow for inflation) towards the ongoing annual maintenance of parish assets.  £500 towards trimming the hedges around the glade  Outsourcing the printing of The Bugle (savings to be made by downgrading the current printing contract). | **Clerk** |
|  | **Project list – update**  17.1 Queen’s Green Canopy  Agreed to plant a semi-circle of seven silver birch trees (one for each decade of the Queen’s reign) on the recreation ground with an official commemorative plaque, to be unveiled at a planting ceremony. PC propose the trees are sponsored/purchased by the various groups in the village. Clerk to obtains prices. | **Clerk** |
|  | **Village events**  **18.1 Bonfire Night (6 November) - update from Chairman.**  Highlights can be found in The Bugle. PC extends thanks to our Chairman and her team for organising a successful event.   * 1. **Remembrance Event (14 November) - update from Chairman.**   Highlights can be found in The Bugle. PC extends thanks to our Chairman and her team for organising a successful event.  **18.3 To consider events for 2022/23 incl. Queen’s Platinum Jubilee (2 – 5 June)**  Several ideas were discussed including holding a big lunch on the lunch, street party centred around the village hall and lighting of a beacon. It was agreed to liaise with the other groups in the village to coordinate events. Clerk to arrange an informal meeting for early January 2022. | **Clerk** |
|  | **Matters for consideration for the next meeting:**  To discuss introducing wildflower/wild grass strips around the recreation ground. |  |
|  | **Dates of next meetings:**  The following dates were agreed:  19 January (set Budget and Precept to West Suffolk Council), 16 March, 27 April (Annual Village Meeting). 18 May (Annual Meeting of the Parish Council), 22 June (approve accounts 2020/21), 21 September, 23 November (pre-budget planning meeting) |  |

There being no further business the Chairman thanked everyone for their attendance and declared the meeting closed at 22.06pm.